



ARLINGTON FINANCE COMMITTEE
MINUTES OF MEETING
2/28/2022 7:30 PM
Conducted by Remote Participation – Zoom Meeting

ATTENDEES:

Gibian	P	Padaria	A	Harmer	P	Tosti	P
Blundell	P	Migliazzo	P	LaCourt	P	Nascimento	P
Ellis	P	Wallach	P	Jones	P	Deshler	P
Healy	A	Foskett	P	Kocur	P	Carman	P
Beck	L	Crawford Pokress	P	Kellar	P	McKenna	P
						Bradley	P

P indicates Present; L indicates late; A indicates Absent

Visitors: Sean Keane (ACMI), Barbara Thornton, Maureen Nee, Patricia Worden, David Lee, Dolores McGee, Michelle Lemp, Gina Carme, Jennifer Lovett, Michelle Orfanos, Joseph Solomon, Eileen Cahill, Adam Chapdelaine (Town Manager), Sandy Pooler (Deputy Town Manager/Finance Directory), Jo Anne Preston, Rebecca Gruber, Wynelle Evans, Carl Wagner, Jennifer Susse, Ann Giacomma, Don Seltzer

INTRODUCTION

1. Foskett read the rules for the meeting as formulated by Town Counsel based on the Governor's authorization. An important rule is that all votes, unless unanimous, must be by roll call.
Attendance was taken by roll call.

MINUTES

2. 2/14/2022 Meeting Minutes were approved unanimously (with exception to Beck who joined after the vote)

BUDGETS

1. Retirement Budget (No. 25) - Amendment
 - 1.1. The Retirement budget is made up of Retirement Costs and Non-Contributory Pensions. The person receiving a Non-Contributory Pension passed away, therefore, the 5708 Non-Contrib Pensions FY23 budget was updated to zero. Pension Appropriation Total is now \$14,846,687 with Offsets unchanging.
 - 1.2. VOTE - Amendment: The Retirement amended budget totaling \$13,367,833 was passed unanimously.

2. Fire Budget (No. 20) - Amendment
 - 2.1. The Fire Chief had a \$2,000 step increase was not previously captured in the Salary Total resulting in an increase in the Fire Taxation Total
 - 2.2. Amendment – VOTE: The Fire amended budget totaling \$7,774,205 was passed unanimously.
3. Planning & Community Development Budget (No. 14)
 - 3.1. Residents Carl Wagner, Patricia Worden, Jennifer Susse, Joseph Solomon and Eileen Cahill as well as Town Manager Adam Chapdelaine addressed the committee. Several committee members asked questions and shared comments, especially relating to the question of whether the matters expressed by residents were applicable to the Finance Committee.
 - 3.2. VOTE: The Planning & Community Development budget totaling \$631,188 was passed unanimously.
4. Information Technology Budget (No. 5)
 - 4.1. Changes to expenses resulting in new total of \$639,213 were as follows:
 - A. 5219 Consulting: currently \$32,000 – recommending increase to \$37,000 to support the Water & Sewer conversion, Office 365, Network and Cyber improvements and Wiring of Town Offices
 - B. 5297 Unix Hardware: currently \$2,300 becomes zero – no longer needed
 - C. 5294 Informix: currently \$7,000 becomes zero – no longer needed
 - D. 5301 Computer Paper: currently \$2,300 becomes zero – no longer needed
 - E. 5350 Software Maintenance: currently \$400 becomes zero – no longer needed
 - 4.2. VOTE: The Information Technology budget totaling \$1,100,604 was passed unanimously
5. Treasurer-Collector (No. 7), Parking (No. 13) and Postage (No. 8) Budgets were postponed
6. The Draft Warrant Article was reviewed as a first reading for committee review needs.
7. Summary

Budget #	Budget Name	Amount	Status
25	Retirement (Amended)	\$13,367,833	Approved
20	Fire (Amended)	\$7,774,205	Approved
14	Planning & Community Development	\$631,188	Approved
5	Information Technology	\$1,100,604	Approved
7	Treasurer-Collector		Postponed
13	Parking		Postponed
8	Postage		Postponed

CONCLUSION

The meeting adjourned at 9:53 PM.

The next meeting is Wednesday, March 2, 2022 at 7:30 PM.

Tara Bradley
3/8/2022

Reference 1: IT Email - Patricia Sheppard

From: "Tara Bradley" <TBradley@town.arlington.ma.us>

GrantGibian@gmail.com, shaneb@gmail.com, john@opticsforhire.com, Healytm14@gmail.com, bsbcpa@aol.com, arif.padaria@gmail.com, sophiemigliazzo@yahoo.com, jfwallach@rcn.com, charlie.foskett@foskettco.com, shaileen@gmail.com, d_harmer@verizon.net, annie@lacourt.net, jones@carr-jones.com, gkocur2@verizon.net, billkellar11@gmail.com, abtosti@outlook.com, wnasc259@gmail.com, christinepdeshler@hotmail.com, dean.carman@verizon.net, Dmckenna077@gmail.com, tarawbradley@gmail.com, GGibian@town.arlington.ma.us, SBlundell@town.arlington.ma.us, JEllis@town.arlington.ma.us, MHealy@town.arlington.ma.us, BBeck@town.arlington.ma.us, APadaria@town.arlington.ma.us, SMigliazzo@town.arlington.ma.us, JWallach@town.arlington.ma.us, CFoskett@town.arlington.ma.us, SPokress@town.arlington.ma.us, DHarmer@town.arlington.ma.us, ALacourt@town.arlington.ma.us, AJones@town.arlington.ma.us, GKocur@town.arlington.ma.us, WKellar@town.arlington.ma.us, ATosti@town.arlington.ma.us, WNascimento@town.arlington.ma.us, CDeshler@town.arlington.ma.us, DCarman@town.arlington.ma.us, DMckenna@town.arlington.ma.us, tbradley@town.arlington.ma.us

Date: 02/28/2022 05:41 PM

Subject: FY23 IT FInCom Budget Follow Up

Hi all,

Please see below from Patricia Sheppard regarding the IT budget which is on the schedule for discussion tonight.

Sincerely,
Tara

Tara Bradley
Executive Secretary to the Finance Committee
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c: (802) 673-2782

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Hi Allan and Bill,

Thanks for allowing me to go back in and work the numbers. We will be reducing the operational budget by 7K via the following:

- Consulting: 32K +5K in costs will continue through FY23 with anticipated breakdown as follows
 - Support Water&Sewer data archive for 12+ months: 5K (Informix)
 - Office365 support for mailbox and calendar conversion and migration: 5-10K
 - Network consulting (cyber security enhancements like MFA): 10-12K
 - Wiring of Town Offices (network): 10K
- Unix Hardware/Support: \$2,300 line item is no longer needed and can go towards savings
- OS/Maintenance: \$7,000 line item, moving 5K for Informix to Consulting (no longer an ERP system so being maintained for archival purposes only)
- Computer Paper: \$2,300 line item is no longer needed and can go towards savings
- Courier Services: \$400 line item is no longer needed and can go towards savings

Total savings: \$7,000 (2K reduction in Informix cost + 2.3K computer paper + 2.3K unix support + \$400 courier services)

Patricia

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